

Policy Number

2.0

SCHOOL COUNCIL POLICY

Ohio County School District

Ohio County High School

Policy Type (Check One)

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Council Operations

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School Operations

POLICY TOPIC DESCRIPTION

Staff Time Assignment Policy

POLICY STATEMENT

By May 1 of each year, the principal shall prepare a school staff assignment plan for the following school year and shall present the plan to the school council for consultation on the plan. The principal shall prepare a follow-up school staff assignment plan for the following school year that includes amendments from the original plan by August 1. The plans presented by the principal shall use the following criteria whenever possible in the assignment of existing staff:

Individual teacher evaluations

Specialized training that the staff member has completed that is related to the assignment

Teaching experience related to the assignment

Request of the staff member for the assignment

Seniority within the school

All vacant positions, whether existing or new, shall within 3 (three) working days of being declared a vacancy by the superintendent, be posted on the bulletin board in the faculty workroom and on the district website so that existing teachers shall be informed of this circumstance. Teachers shall have 7 (seven) working days from the date of the posting to inform the principal of their request to be considered for reassignment to the vacant position. The reassignment of existing staff to a vacant position is at the discretion of the principal.

Date Adopted 8/20/02

Date(s) Amended _____

Council Chairman